

Find-A-Record

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Find-A-Record is a 3 minute Genealogy site where you can instantly find research opportunities in your FamilySearch tree. Find-A-Record will help you find sources, people, relationships, problems, and cleanup your Family History.

Link: <https://www.findarecord.com/en/>

Things you will need to know for using this program are: Merging Duplicates, Adding Sources, Standardizing Records, Searching for Records, and Deleting Records. You can see other Handouts for help you might need.

Log into Find-A-Record

(1 see figure 1, 2 see figure 2, 3 see figure 3)

1. Click Sign in with FamilySearch

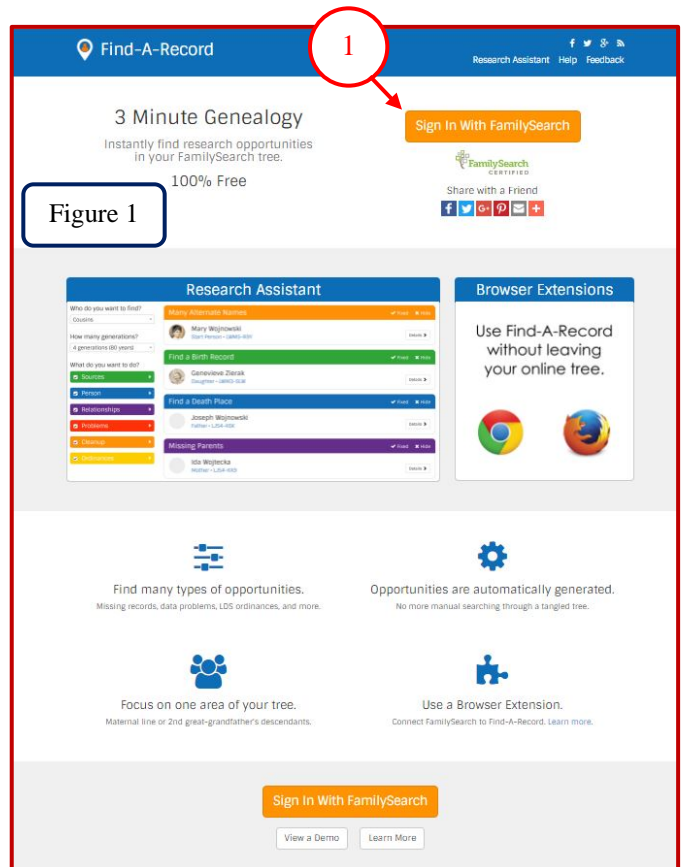


Figure 1

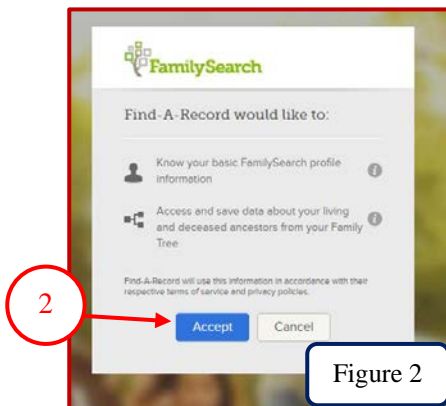


Figure 2

2. A new window will come up asking you to allow Find-A-Record to access your FamilySearch Account. Click Accept

3. Log into your FamilySearch account.

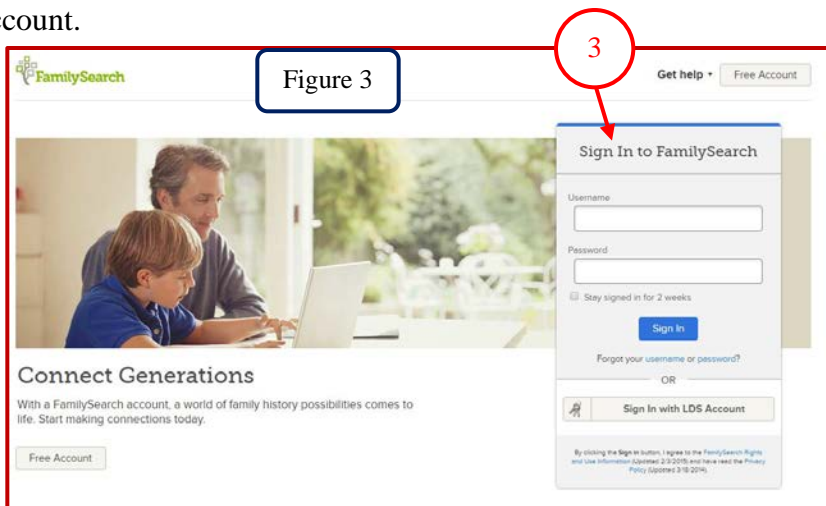


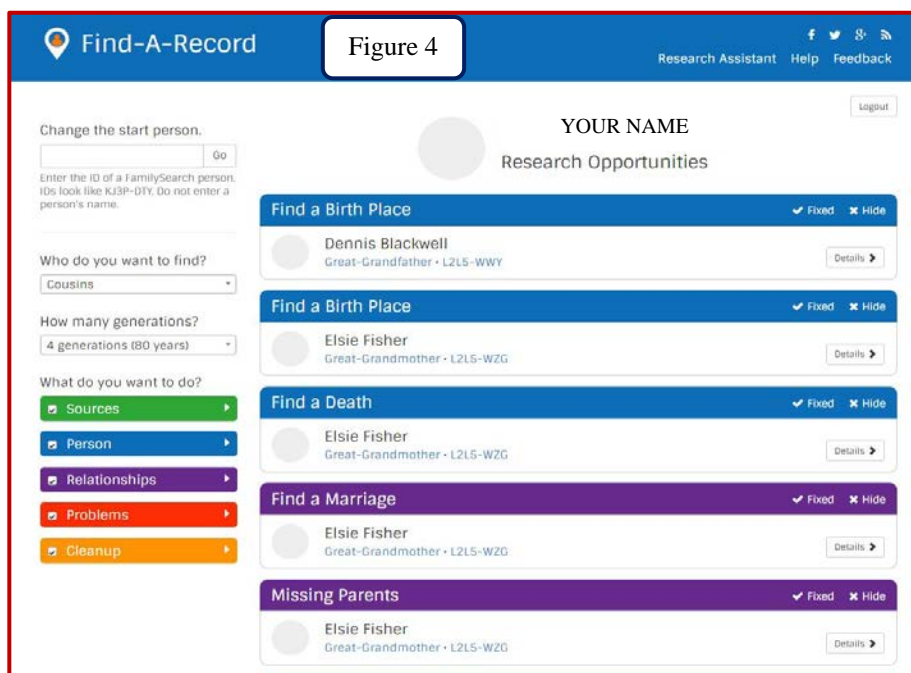
Figure 3

Find-A-Record

When you first Log in Find-A-Record can be a little overwhelming but we can show you how to fix it. Please do not think this can't be done. We will do a step by step outline for you. This is what your page will look like when it starts. (see figure 4)

Your Name will be at the top where it says "Your Name"

The next few steps will teach you how to set up your Find-A-Record.



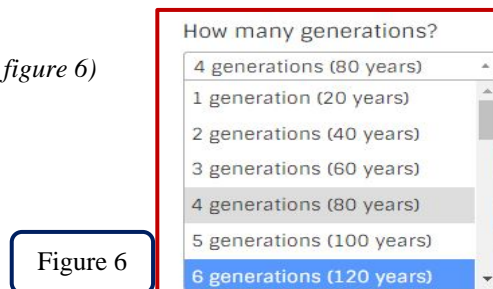
Who do you want to find?

In this area you can choose from Ancestors, Descendants, Ancestors & Descendants, and Cousins. (see figure 5)



How many generations?

This area goes from 1 generation to 25 generations. (see figure 6)



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What do you want to do? (see figure 7)

This section is where you choose what records you want to look for. You can click on the whole group or you can just click on one at a time.

Figure 7

What do you want to do?

- ☒ Sources
- ☒ Person
- ☒ Relationships
- ☒ Problems
- ☒ Cleanup

Figure 8

What do you want to do?

- ☒ Sources
 - ☒ Find a Birth Record
 - ☒ Find a Death Record
 - ☒ Find a Marriage Record
 - ☒ Record Hints

(see figure 8)

Sources - Find a Birth Record
Find a Death Record
Find A Marriage Record
Record Hints

(see figure 9)

Person - Find a Birth Date
Find a Birth Place
Find a Death
Find a Death Date
Find a Death Place
Missing a Given Name
Missing a Name
Missing a Surname

Figure 9

☒ Person

- ☒ Find a Birth
- ☒ Find a Birth Date
- ☒ Find a Birth Place
- ☒ Find a Death
- ☒ Find a Death Date
- ☒ Find a Death Place
- ☒ Missing a Given Name
- ☒ Missing a Name
- ☒ Missing a Surname

(see figure 10)

Relationship - Marriage with no Children
Missing a Father
Find a Marriage Date
Find a Marriage
Find a Marriage Place
Missing a Mother
Missing Parents
Multiple Parent Relationships

Figure 10

☒ Relationships

- ☒ Marriage with no Children
- ☒ Missing a Father
- ☒ Find a Marriage Date
- ☒ Find a Marriage
- ☒ Find a Marriage Place
- ☒ Missing a Mother
- ☒ Missing Parents
- ☒ Multiple Parent Relationships

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(see figure 11)

Problems- Person Born Before their Parent(s)
Child Born Before Marriage
Children Too Close
Person Died Before They Were Born
Marriage After Death
Possible Duplicate Persons

Figure 11

A screenshot of a web interface showing a dropdown menu titled 'Problems'. The menu is open, displaying a list of six items, each with a checked checkbox. The items are: 'Person Born Before their Parent(s)', 'Child Born Before Marriage', 'Children Too Close', 'Person Died Before They Were Born', 'Marriage After Death', and 'Possible Duplicate Persons'. The menu has a red header bar with the title and a small downward arrow icon.

(see figure 12)

Cleanup - Identical Names
Many Alternate Names
Multiple Marriage Facts
Incorrect Alternate Name Format
Standardize a Birth Date
Standardize a Birth Place
Standardize a Death Date
Standardize a Death Place
Standardize a Marriage Date
Standardize a Marriage Place
Unusual Characters in a Name

Figure 12

A screenshot of a web interface showing a dropdown menu titled 'Cleanup'. The menu is open, displaying a list of eleven items, each with a checked checkbox. The items are: 'Identical Names', 'Many Alternate Names', 'Multiple Marriage Facts', 'Incorrect Alternate Name Format', 'Standardize a Birth Date', 'Standardize a Birth Place', 'Standardize a Death Date', 'Standardize a Death Place', 'Standardize a Marriage Date', 'Standardize a Marriage Place', and 'Unusual Characters in a Name'. The menu has an orange header bar with the title and a small downward arrow icon.

Note: for Latter-day Saints there is a section called Ordinances. You can find more about it in the Temple Section.

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Now that you know what the sections are and that you can click the buttons off and on let's look at each section in more detail.

Set your settings (*see figure 13*)

Who do you want to find? Ancestors and Descendants

How many generations? 3 or 4 generations (it will not matter)

What do you want to do? Have the box next to Sources box checked.

(*All others boxes unchecked*).

Note: during this time your page will be changing. It will stop in a few minutes.

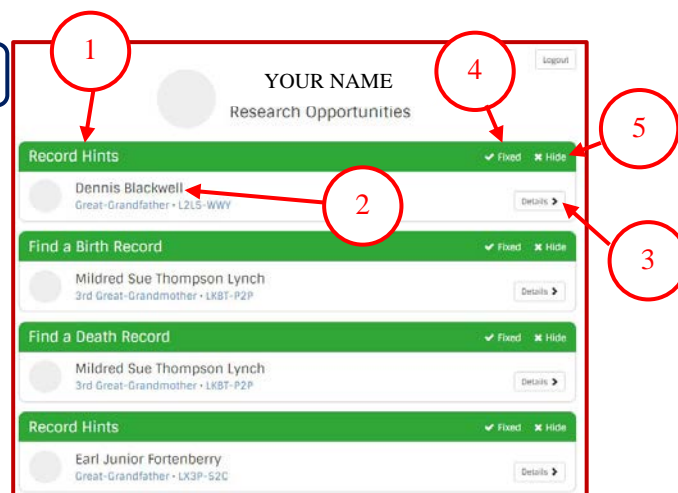
Figure 13

Research Opportunities (1-5 see figure 14)

In this Section you learn more about what is needed for your record.

Figure 14

1. Record Type
2. Who the Record is for
3. Details - click for more Details on how to fix the problem
4. Fixed - if the problem has been fixed
5. Hide - If the problem “**can not**” be fixed



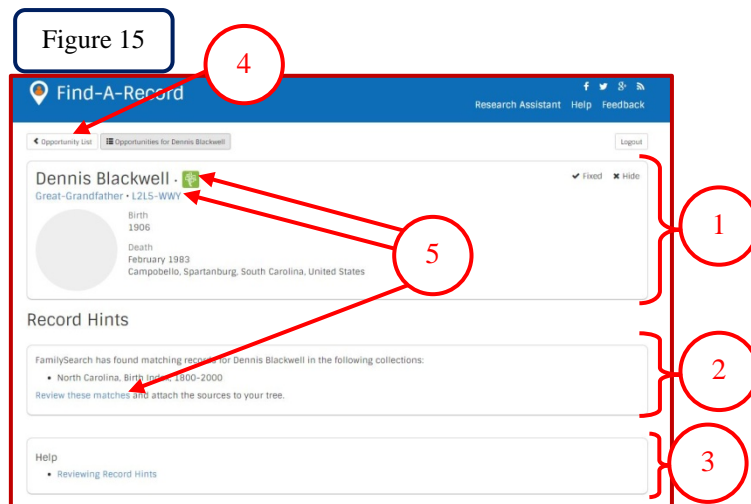
Opening a Record (1- 5 see figure 15)

Click on Details to open the record (3 see figure 14)

In the record you will find

1. 1st Section - Name on Record and how they are related to you.
2. 2nd Section - this area tells you what needs to be fixed with record.
3. 3rd Section- Help Area or General Search Area. It is here to help you with fixing the problem with the Record.
4. Opportunity List - returns you to the Research Opportunities Records
5. Links to FamilySearch to fix the problem with the record.

Figure 15



Note: anything that is in blue is a link.